

Instructional Materials Evidence Collection Tool

Grade-Level/Course: _____ Date: _____ Title: _____ Publisher: _____

PURPOSE

Use this tool at the conclusion of the review process to synthesize evidence collected about one set of instructional materials. Capture both the evidence gathered and what the team believes that evidence suggests. This tool is intended to inform committee deliberations and the resulting instructional materials recommendation.

Evidence Source	Evidence and Observations	Strengths	Concerns	Questions or Additional Context
Evaluation Tool Date(s) Collected:	<i>What did the evaluation results show? Note areas of strong alignment, weaker alignment, and differences across reviewers.</i>			
Reviewer Comments Date(s) Collected:	<i>What themes emerged from reviewer comments, notes, annotations, or discussions?</i>			

Evidence Source	Evidence and Observations	Strengths	Concerns	Questions or Additional Context
Test Runs Date(s) Collected:	<i>What did classroom use reveal about lesson preparation, instructional usability, student engagement, student thinking, pacing, supports, assessments, or other aspects of the materials?</i>			
Educator Feedback Date(s) Collected:	<i>What did teachers, coaches, school leaders, specialists, or other instructional staff report about the materials?</i>			
Student Feedback Date(s) Collected:	<i>What did students report or demonstrate related to clarity, accessibility, challenge, engagement, supports, and opportunities to think and communicate mathematically?</i>			
Parent & Community Feedback Date(s) Collected:	<i>What themes emerged from public review, surveys, meetings, hearings, or other opportunities for stakeholder input?</i>			

Evidence Source	Evidence and Observations	Strengths	Concerns	Questions or Additional Context
<p>Publisher Provided Information</p> <p>Date(s) Collected:</p>	<p><i>What additional information or clarification did the publisher provide that affects the team's understanding of the materials?</i></p>			
<p>Costs & Purchasing Information</p> <p>Date(s) Collected:</p>	<p><i>What did the team learn about initial and recurring costs, licensing, consumables, replacement materials, purchasing requirements, and long term affordability?</i></p>			
<p>Technology</p> <p>Date(s) Collected:</p>	<p><i>What did the team learn about compatibility with district systems, rostering, accessibility, data privacy, device requirements, integrations, digital access, and technical support?</i></p>			
<p>Other:</p> <p>Date(s) Collected:</p>	<p><i>What additional evidence should be considered?</i></p>			

NOTES: